

CALIFORNIA ENERGY COMMISSION

1516 NINTH STREET
SACRAMENTO, CA 95814-5512
www.energy.ca.gov



March 25, 2005

TO: INTERESTED PARTIES

SUBJECT: REQUEST FOR PROPOSALS (RFP) #600-04-606,
TRANSPORTATION METRICS TO MEASURE
PETROLEUM REDUCTION

Attached are the most significant questions and answers presented at the Bidder's Conference and received in writing, and a list of conference attendees. Please remember that all Disabled Veteran Business Enterprise Participation Goals or Good Faith Efforts must be met. In order to comply with the Disabled Veteran Good Faith Efforts compliance, the deadline to place an ad is **April 4, 2005**.

All further questions regarding this RFP must be administrative only and directed to the Contract Officer. To ensure timely delivery, technical and cost proposals must be delivered in separately sealed packages to the Energy Commission with your company name on the outside and identified as RFP #600-04-606. **Proposals must be delivered no later than 5:00 PM, April 18, 2005, to the Energy Commission Contracts Office.**

Except as herein amended, all other terms and conditions shall remain the same.

Sincerely,

Elizabeth Stone
Contract Officer

Attachments

RFP 600-04-606
Request for Proposals for
Transportation Metrics to Measure Petroleum Reduction

Questions and Answers
Pre-Bid Conference – March 17, 2005

Q1: How will cost be determined?

A1: Cost will be based upon the lowest bid received for each particular task.

Q2: The work statement seems be straightforward, why are Work Authorizations being used?

A2: The RFP is multi year funding and each task is completely on its own even though each task should be completed before starting the next task. It is different than technical support work authorization and yes if the budget changed or there was a freeze spending, the work will not continue. And also due to possibility of schedule changes for the success of tasks work authorization will be helpful to re-schedule.

Q3: In the RFP, bidders can bid for an individual task, are you evaluating each task separately? If you can bid for all tasks, is it possible to be awarded only one of the tasks?

A: Yes, for each task there is a separate evaluation form. That depends how your proposal is written, so it is not a known fact a contractor will end up having all tasks or one.

Q3: Will DVBE participation and small business requirements be required for each task?

A3: The DVBE requirements are for each task, if they're awarded to three separate bidders. If a bidder is successful for only one or two tasks, then the DVBE requirements are required for those tasks or 3% of the amount of funding a bidder receives. Small business requirements will be applied to each task, if a bidder claims small business for that particular task.

Q4: In task two one source of money is ERPA, and the other Federal, but have not been approved. Are you going to reduce the scope of work or prolong the task until additional funding is available.

A4: Task 2 can not be left in the air without a result, so the smaller set will be considered. Smaller set or prioritize what portion can be prioritized.

Q5: Is there an existing tool for Task 1.2? If data is available from different sources, and needs to be used in developing a methodology or tool for tracking petroleum and non-petroleum fuel use, do we have to buy the tool or is it available electronically?

A5: There are no known tools available that will satisfy the Commission's goal for tracking use of alternative fuels in California, it must be developed. A measurement tool is needed. However, we are open to including projections aspects if funding allows this. If a bidder researches and finds out there are tools and database is available that can be used to develop the methodology, then bidders need to include this in their cost bid.

Q6: Are face to face meetings required or will conference calls be used? If so, is there a schedule available?

A6: There will be face to face meetings depending on the on the necessity, however conference calls can also be used.

Q7: What source of statistical accuracy will satisfy the survey analysis?

A7: It depends on the population chosen and if the formula will calculate the degree.

Q8: Does the Commission expect multiple surveys, tailored to different survey audiences, to be developed and distributed, or does the Commission expect that a single survey will suffice for all target audiences? If multiple surveys are expected how many surveys are envisioned?

A8: It depends how the bidder wants to pursue this, as long as it is well defined, segregated for each audience and does not bore the audiences one survey can work. If the bidder prefers to develop tailored questionnaires, multiple surveys may work, as long as the outcome will be satisfactory and can be used.

Q9: For Task 2, what surveys have worked and what has not?

A9: Questionnaire type surveys have worked in the past, direct contact with the audience works well too.

PRE-BID CONFERENCE

March 17, 2005, 10:30 a.m.

For

RFP #600-04-606

TRANSPORTATION METRICS TO MEASURE PETROLEUM REDUCTION

VOLUNTARY SIGN-IN: You are not required to sign this sheet or provide any information as a condition for attending or participating in this meeting. However, if you want to receive notices of future meetings on today's topics, or be identified as a small or disabled veteran business enterprise, please provide the requested information in the spaces below

****Please use black or blue ink only****

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